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	Process Owner OM16	Approval Authority MCPD Director	

1. Purpose & Scope

The purpose of this process is to identify professionally qualified candidates to serve in the U.S. Navy Medical Corps.

2. References

The following documents are either required or helpful to perform the set of tasks in the accompanying flowchart; a) NSHS-001, NSHS Quality Manual, b) NSHS-002, Quality Systems Document Control, c) SECNAVINST 5212.5 series, d) SECNAVINST 1520.8 series, e) SECNAVINST 5300.28 series, f) SECNAVINST 1120.12, g) HPSP Professional Review Board SOP dtd. 19SEP01, h) HPSP Annual Precept.

3. Definitions

The terms listed below are defined to assist the reader.

- 3.1 **HPSP:** Health Professions Scholarship Program.
- 3.2 **BUMED:** Bureau of Medicine and Surgery.
- 3.3 **CNRC:** Commander, Navy Recruiting Command.
- 3.4 **PRB:** Professional Review Board.
- 3.5 **HPSP Precept:** Standard Guidance for implementing Professional Review Board.

4. Document Review & Concurrence

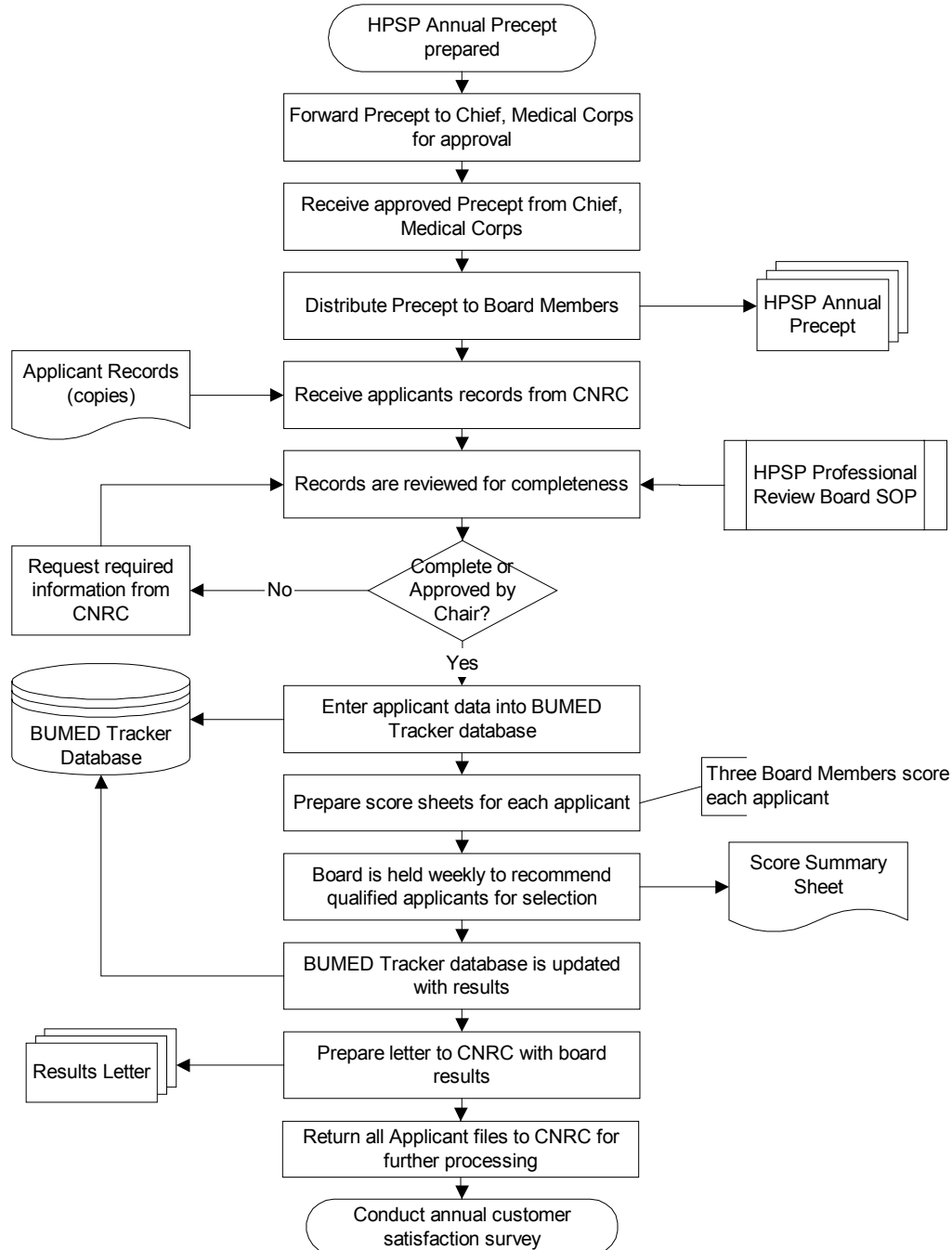
Title of Reviewer	Functional Directorate	Signature & Date	Title of Reviewer	Functional Directorate	Signature & Date
HPSP PRB Coordinator	OM16 (Process Owner)	Ms. V. Gordon	MCPD Director	OM (Process owner)	CAPT T. A. Miller
HPSP PRB Assistant	OM16A	Ms. M. Judkins	HPSP PRB Chair	OMC	CAPT C. I. Macri

5. Summary of Changes

	Description	Date
01	Initial issue of procedure.	17 MAY 01
02	Clarified flowchart to reflect current process, added new references f, g, h and definition 3.5	30 SEP 01

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6. Process Flowchart



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7. Quality Records

<i>Record Name</i>	<i>Owner</i>	<i>Location</i>	<i>Indexing</i>	<i>Duration</i>	<i>Disposition</i>
HPSP Annual Precept	HPSP PRB Coordinator	File Cabinet	By FY	2 years	Destroy per SECNAVINST 5212.5 series
Results Letter	HPSP PRB Coordinator	File Cabinet	By PRB Board Date	2 years	Destroy per SECNAVINST 5212.5 series

8. Addendum

N/A